

8/24/04

Oconee County Auditor  
Linda R. Nix  
415 South Pine Street  
Walhalla, SC 29691  
Telephone (864) 638-4158  
Fax (864) 718-1015

August 24, 2004

To: Honorable Harry R. Hamilton, Administrator & County Council

From: Linda R. Nix, Auditor *Linda R. Nix*

RE: 2004-2005 Tax Levy

In compliance with Oconee County Ordinance 2004-12, I am recommending the Council approve the following tax rate for the Fiscal Year 2004-2005.

|                       |             |
|-----------------------|-------------|
| County Operations     | 64.0 Mills  |
| School Operations     | 120.5 Mills |
| Economic Development  | 1.0 Mills   |
| Tri County Operations | 2.1 Mills   |

In accordance with 4-15-150 and 59-71-150 of the Code of Laws of South Carolina 1976, I have set the Tax Levy for various Bonds as follows:

|                       |           |
|-----------------------|-----------|
| Lila Doyle            | 1.0 Mills |
| Courthouse            | 1.0 Mills |
| Emergency Services    | 1.0 Mills |
| 1995 School           | 2.0 Mills |
| 1998 School           | 1.0 Mills |
| 2001 School           | 3.0 Mills |
| 2003 School Refunding | 5.9 Mills |
| 2004 School Refunding | 2.0 Mills |
| Tri County Tech       | 0.5 Mills |

If so approved this will establish a total levy for the current year of 205.0 Mills



| Bond Description                   | June 30, 2014, Back |                  | Remainder Payments | 6-6-06, Proposed Revenue |                  | 6-6-05, Payments |                  | Balance          | Less 05-06 Payments (Net) |                  | Balance          |
|------------------------------------|---------------------|------------------|--------------------|--------------------------|------------------|------------------|------------------|------------------|---------------------------|------------------|------------------|
|                                    | Balance             | Balance          |                    | 6-6-06, Proposed Revenue | 6-6-05, Payments | 6-6-05, Payments | 6-6-05, Payments |                  |                           |                  |                  |
| 1000 School Bond                   | \$ 1,250,124.19     | \$ -             | \$ -               | \$ 750,930.00            | \$ -             | \$ 1,215,277.20  | \$ -             | \$ 1,215,277.20  | \$ -                      | \$ 1,028,702.00  | \$ 186,575.20    |
| 1000 School Bond                   | \$ -                | \$ -             | \$ -               | \$ 30,000.00             | \$ -             | \$ 140,000.00    | \$ -             | \$ 140,000.00    | \$ -                      | \$ 100,000.00    | \$ 40,000.00     |
| 1000 School Bond                   | \$ -                | \$ -             | \$ -               | \$ 1,170,450.00          | \$ -             | \$ 1,115,410.00  | \$ -             | \$ 1,115,410.00  | \$ -                      | \$ 1,000,000.00  | \$ 115,410.00    |
| 2000 Technology Bond               | \$ -                | \$ -             | \$ -               | \$ 2,000,000.00          | \$ -             | \$ 1,925,000.00  | \$ -             | \$ 1,925,000.00  | \$ -                      | \$ 1,800,000.00  | \$ 125,000.00    |
| 2000 Technology Bond               | \$ -                | \$ -             | \$ -               | \$ 750,000.00            | \$ -             | \$ 600,000.00    | \$ -             | \$ 600,000.00    | \$ -                      | \$ 420,000.00    | \$ 180,000.00    |
| Total School Bond 10 & 2000        | \$ 1,250,124.19     | \$ -             | \$ -               | \$ 4,220,480.00          | \$ -             | \$ 4,220,480.00  | \$ -             | \$ 4,220,480.00  | \$ -                      | \$ 3,428,702.00  | \$ 791,778.00    |
| 1900 TR County Tech                | \$ -                | \$ 182,284.68    | \$ -               | \$ 150,000.00            | \$ -             | \$ 285,107.50    | \$ -             | \$ 285,107.50    | \$ -                      | \$ 80,000.00     | \$ 205,107.50    |
| Total TR County Tech               | \$ -                | \$ 182,284.68    | \$ -               | \$ 150,000.00            | \$ -             | \$ 285,107.50    | \$ -             | \$ 285,107.50    | \$ -                      | \$ 80,000.00     | \$ 205,107.50    |
| 2000 Use Only                      | \$ -                | \$ 244,307.91    | \$ -               | \$ 200,000.00            | \$ -             | \$ 100,000.00    | \$ -             | \$ 100,000.00    | \$ -                      | \$ 200,000.00    | \$ -             |
| 2000 Grants                        | \$ -                | \$ 100,000.00    | \$ -               | \$ 200,000.00            | \$ -             | \$ 200,000.00    | \$ -             | \$ 200,000.00    | \$ -                      | \$ 200,000.00    | \$ -             |
| 2000 Energy Services               | \$ -                | \$ 400,000.00    | \$ -               | \$ 200,000.00            | \$ -             | \$ 200,000.00    | \$ -             | \$ 200,000.00    | \$ -                      | \$ 200,000.00    | \$ -             |
| Total County Tech 2000             | \$ -                | \$ 744,307.91    | \$ -               | \$ 600,000.00            | \$ -             | \$ 600,000.00    | \$ -             | \$ 600,000.00    | \$ -                      | \$ 600,000.00    | \$ -             |
| School Operations                  | \$ -                | \$ 47,015,105.15 | \$ -               | \$ 47,133,575.00         | \$ -             | \$ -             | \$ -             | \$ -             | \$ -                      | \$ -             | \$ 47,133,575.00 |
| School Finance                     | \$ -                | \$ 5,600,000.00  | \$ -               | \$ -                     | \$ -             | \$ -             | \$ -             | \$ -             | \$ -                      | \$ -             | \$ -             |
| County Operations                  | \$ -                | \$ 22,745,248.00 | \$ -               | \$ 22,745,248.00         | \$ -             | \$ -             | \$ -             | \$ -             | \$ -                      | \$ -             | \$ 22,745,248.00 |
| County Bonds                       | \$ -                | \$ 1,000,000.00  | \$ -               | \$ -                     | \$ -             | \$ -             | \$ -             | \$ -             | \$ -                      | \$ -             | \$ -             |
| Tot County Tech Operations         | \$ -                | \$ 74,360,358.15 | \$ -               | \$ 70,178,823.00         | \$ -             | \$ 70,178,823.00 | \$ -             | \$ 70,178,823.00 | \$ -                      | \$ 70,178,823.00 | \$ -             |
| Tot County Tech Bonds              | \$ -                | \$ 1,000,000.00  | \$ -               | \$ -                     | \$ -             | \$ -             | \$ -             | \$ -             | \$ -                      | \$ -             | \$ -             |
| Tot County Tech Operations & Bonds | \$ -                | \$ 75,360,358.15 | \$ -               | \$ 70,178,823.00         | \$ -             | \$ 70,178,823.00 | \$ -             | \$ 70,178,823.00 | \$ -                      | \$ 70,178,823.00 | \$ -             |
| Frontier County Bonds              | \$ -                | \$ 200,000.00    | \$ -               | \$ 200,000.00            | \$ -             | \$ -             | \$ -             | \$ -             | \$ -                      | \$ -             | \$ 200,000.00    |
| Total                              | \$ -                | \$ 77,520,686.34 | \$ -               | \$ 77,520,686.34         | \$ -             | \$ 77,520,686.34 | \$ -             | \$ 77,520,686.34 | \$ -                      | \$ 77,520,686.34 | \$ -             |

1 050 015 41  
Balance at 05-06

Prepared By: RYAN LEMMON, CFO

South Carolina Department  
Of Revenue  
P.O. Box 125  
Columbia, SC 29914

Utilities Certification  
Tax Year 2003

Duke Energy Corporation  
Kelly J. Voelkel  
PO Box 1244  
Charlotte, NC 28201-1244

| District                                 | Assessment         |
|--|--------------------|
| Seneca                                   | 145,090            |
| County Wide                              | 101,024,810        |
| Subject to MFTG Exemption                | 11,433,130         |
| West Union                               | 39,150             |
| Westminster                              | 154,940            |
| Walhalla                                 | 292,840            |
| <b>Total for DUKE ENERGY CORPORATION</b> | <b>113,089,960</b> |

Utilities Certification  
Tax Year 2004

Duke Energy Corporation  
Kelly J. Voelkel  
PO Box 1244  
Charlotte, NC 28201-1244

| District                                 | Assessment         |
|--|--------------------|
| Seneca                                   | 186,330            |
| County Wide                              | 109,468,800        |
| Subject to MFTG Exemption                | 20,555,480         |
| West Union                               | 41,360             |
| Westminster                              | 149,180            |
| Walhalla                                 | 303,990            |
| <b>Total for DUKE ENERGY CORPORATION</b> | <b>130,705,140</b> |

# OCONEE COUNTY, SOUTH CAROLINA

## DEPARTMENT OF FINANCE

HWY 111 E. 10-6073, WSPD, CFO  
OFFICE OF ADMINISTRATIVE  
SERVICES 100-112000

TO: Harry R. Hamilton, Administrator  
FROM: O. Wiley McLane, Grants Administrator  
DATE: August 18, 2004  
RE: Preliminary Engineering for Runway 7-25 Extension State Award (Airport)

This award pertains to the grant that Council approved to apply for in the meeting that was held July 20, 2004 regarding Preliminary Engineering for Runway 7-25 Extension. This award offer is the states portion in the amount of \$3250.00. The state approved this grant based on the county's representation of local funding availability and our ability to proceed promptly with the project.

If you have any questions, please feel free to give me a call. Thanks.

FROM THE DESK OF: O. WILEY McLANE, GRANTS ADMINISTRATOR

415 South Pine Street

WALHALLA, SOUTH CAROLINA 29551

TELEPHONE: (864) 838-4230

FAX: (864) 718-1021

EMAIL: WMC@OCOSSESC.COM WEBSITE: HTTP://WWW.OCOSSESC.COM

August 20, 2004

To: Mr. Harry Hamilton  
County Administrator

cc: Wiley McLane  
Grants Coordinator

From: Robert Banks  
Airport Director

**RE: Agenda Item for 8-24-04 Council Meeting**

As I mentioned to you earlier today, Ms. Tracie Kleine with the FAA has called to inform me that our grant application is currently under review for the preliminary engineering study for the extension of the runway. Ms. Kleine indicated that the grant offer should be forthcoming from the FAA within a few days. Ms. Kleine further indicated that time was of the essence for executing and returning the offer, since the FAA's funding cycle is drawing to an end for this fiscal year. I assured her that we would attempt to get the offer signed and returned as quickly as possible. I understand that Council's previous motion was for the application only, and that acceptance of any offer was not discussed.

Accordingly, and in an attempt to get the offer signed as soon as we receive it, I am requesting that Council vote at the upcoming meeting to approve the offer of \$58,500. As soon as I receive the packet from the FAA, I will forward it to Mr. Wiley McLane who will review it and forward it to you if it meets with his approval.

As a side note, I have received the Grant offer from the South Carolina Department of Commerce for their matching portion of \$3,250. I have forwarded it on to Mr. McLane who will prepare it for Council's approval as well on the upcoming meeting August 24<sup>th</sup>.

If you have any questions, please feel free to call.

# TALBERT & BRIGHT

July 8, 2004

Mr. Robert Banks  
Oconee County Regional Airport  
365 Airport Road  
Seneca, SC 29678

RE: Oconee County Regional Airport  
Preliminary Engineering Study for Runway 7-25 Extension - Work Authorization  
TBI No. 3401-0401

Dear Robert:

Enclosed, for review and adoption, are four (4) partially-executed work authorizations for conducting a Preliminary Engineering Study for Runway 7-25 Extension at the Oconee County Regional Airport.

At your convenience, please have all copies of the work authorization executed, retain two (2) copies for your files and return two (2) copies to Talbert & Bright. The work authorization is consistent with the attached scope of services, and in accordance with federal and state grant funding as detailed in the attached project budget. In addition, since a County Procurement form has been completed for this project, please forward that to my attention.

We look forward to assisting the Airport with this project. In the meantime, please feel free to call (910) 263-2450 if there are any questions or concerns.

Sincerely,



Jeffrey P. Smith  
Senior Planner

JPS/mvg

cc: Mr. Wiley McLane, Grants Administrator

ENGINEERING & PLANNING CONSULTANTS

WWW.TALBERTANDBRIGHT.COM

3800 SHILLY DRIVE WILMINGTON, NC 28405 PHONE 910.263.2450 FAX 910.263.2451

210 WILKINGTON NORTH CAROLINA 28401 TEL. NORTH CAROLINA • RICHMOND, VIRGINIA

**OCONEE COUNTY REGIONAL AIRPORT  
WORK AUTHORIZATION FOR PROFESSIONAL SERVICES  
Work Authorization No. 04-01  
June 25, 2004  
TBI Project No. 3401-0401**

It is agreed to undertake the following work in accordance with the provisions of our Contract for Professional Services.

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**Description of Work Authorization:** The Consultant shall prepare Runway Extension Preliminary Engineering Study at the Oconee County Regional Airport (CEU), South Carolina. The project shall be completed in accordance with attached manhour/budget estimate.

The Study provides detailed planning/preliminary engineering information for the selection of a preferred development option to extend Runway 7-25, including phased implementation. Runway extension alternatives and detailed engineering estimates will be developed as consistent with findings documented in the *2003 CEU Runway Extension Justification Study and 2003 CEU Airport Layout Plan Update – Narrative Report*.

Beyond the Phase 1 project formulation stage, the project is arranged in the following manner, to which the report will be structured:

- Phase 2 ▪ Project Overview/Background
- Phase 3 ▪ Business Jets Activity / Events
- Phase 4 ▪ Airfield Facility Needs - Based on Business Jet Activity (0-5 and 6-20 Years)
- Phase 5 ▪ Airfield Facility Standards – Based on Business Jet Activity (ARC B-II and ARC C-II)
- Phase 6 ▪ Roadway Standards
- Phase 7 ▪ Develop Runway Alternatives/Costs
- Phase 8 ▪ Develop Roadway Alternatives/Costs
- Phase 9 ▪ Comparison of Alternatives
- Phase 10 ▪ Summary of Preferred Alternative
- Phase 11 ▪ Project Working Papers / Report
- Phase 12 ▪ Airport Meetings

The runway extension alternatives will be arranged in a coordinated manner, based on FAA standards and FAA regional guidance. In particular, FAA Order 5200.8, *Runway Safety Area Program*; and FAA Order 5200.9, *Runway Safety Area Improvements and Engineered Material Arresting Systems (EMAS)* will be used in the alternatives process. The range of runway extension alternatives will be premised on the following:

- Future runway extension increments to a length of 5,000' and 5,500'
- Runway length based on 'unrestricted' and 'restricted' (declared distance) distances
- Airport Reference Code (ARC) associated with 5,000' and 5,500' length (ARC B-II/C-II)
- Phasing of precision instrument landing system components (localizer, glideslope, ALS)

Each alternative will entail a narrative discussion, a colored exhibit and detailed project costs. The design rationale and various project assumptions will be described and quantified leading to the identification of alternatives. Furthermore, each alternative will be described in context with aircraft performance characteristics relevant to business jet traffic, airport/airspace geometric design standards and estimated project development costs. Any significant advantages and disadvantages, or compromises in operational safety and efficiency will be noted as part of the discussion of alternatives.

Costs will reflect the total build-out of the alternative, including land acquisition, relocations, site preparation, grading/excavation, paving, lighting, marking, signage, navigational aids, and expected contingency costs. Costs will be tiered per local, state and federal funding participation.

**Time Schedule:** The estimated time schedule for study completion is 120 days from the notice-to-proceed, exclusive of Sponsor and Agency review.

**Cost of Services:** The method of payment for all work elements shall be lump sum in accordance with Section V of the Contract. The total lump sum fee shall be \$65,000.00. Any authorized additional services will be performed on an hourly basis, with expenses included at cost, plus 10%. Attendance at additional meetings, supplementary consultation, or other requests of the Owner beyond those specifically outlined in this Work Authorization shall be considered as additional services, and charged on an hourly basis.

Agreed as to scope of services, time schedule and budget:

Approved: \_\_\_\_\_

\_\_\_\_\_  
For Oconee County Regional Airport

Date: \_\_\_\_\_

\_\_\_\_\_  
Witness

  
\_\_\_\_\_  
For Talbert & Bright, Inc.

Date: 7/9/04

  
\_\_\_\_\_  
Witness

| Proj. Task | Description  | PRIN<br>\$120  | PM<br>\$104    | ENG 4<br>\$79 | PLN 4<br>\$70 | TECH 4<br>\$61 | SEC 3<br>\$40 | Total          |
|------------|--|----------------|----------------|---------------|---------------|----------------|---------------|----------------|
| <b>1</b>   | <b>PROJECT FORMULATION</b>   |                |                |               |               |                |               |                |
| 1.1        | Project Approach / Schedule  | 7              | 6              |               |               | 2              | 1             | 16             |
| 1.2        | Project Scope / Manhour / Project Budget   | 4              |                | 2             |               |                | 1             | 15             |
| 1.3        | Coordinate Scope and Funding with Oconee/SODCA/FAA   | 2              |                |               |               |                | 4             | 6              |
| 1.4        | Coordinate Project Application with SCDCA/FAA  | 2              |                |               |               |                | 1             | 5              |
|            | <b>PHASE 1 SUBTOTAL - MANHOURS</b>   | <b>10</b>      | <b>16</b>      | <b>2</b>      | <b>0</b>      | <b>2</b>       | <b>7</b>      | <b>35</b>      |
|            | <b>PHASE 1 SUBTOTAL - LABOR EXPENSES</b>   | <b>\$1,200</b> | <b>\$1,672</b> | <b>\$168</b>  | <b>\$0</b>    | <b>\$122</b>   | <b>\$280</b>  | <b>\$5,712</b> |
| <b>2</b>   | <b>RUNWAY ALTERNATIVES</b>   |                |                |               |               |                |               |                |
| <b>2</b>   | <b>Project Overview</b>  |                |                |               |               |                |               |                |
| 2.1        | Study Description (Background & Approach)  |                | 1              |               | 1             |                |               | 2              |
| 2.2        | Overview Of-Airport Study Factors & Parameters*  |                | 2              | 2             |               |                |               | 4              |
|            | Note: * Previous CEU Studies to be reviewed for applicable information.  |                |                |               |               |                |               |                |
| <b>3</b>   | <b>Summarize Business Jet Activity / Events</b>  |                |                |               |               |                |               |                |
| 3.1        | Identify Runway Use for Extended Length*   |                |                |               | 2             |                |               | 2              |
| 3.2        | Critical AWC Aircraft Group*   |                |                |               | 2             |                |               | 2              |
| 3.3        | IFR Missions/Events Incidental to Runway Length*   |                |                |               | 2             |                |               | 2              |
|            | Run - West Runway  |                |                |               | 1             |                |               | 1              |
|            | Clearance  |                |                |               | 1             |                |               | 1              |
|            | IFR Winds  |                |                |               | 1             |                |               | 1              |
|            | Note: * Previous CEU Studies to be reviewed for applicable information. (1999 Engineering Study, 2002 Runway Justification, 2004 draft EA) |                |                |               |               |                |               |                |
| <b>4</b>   | <b>Airfield Facility Needs (5-5 &amp; 6-26 Years)</b>  |                |                |               |               |                |               |                |
| 4.1        | Runway Length*   |                | 2              |               | 2             |                |               | 4              |
| 4.2        | Business Jet Performance (50% Mean Maximum)*   |                | 2              |               | 2             |                |               | 4              |
| 4.3        | Instrument Approach Capabilities / Approach Minimums*  |                |                |               | 2             |                |               | 2              |
| 4.4        | Runway & Taxiway Pavement Strength*  |                | 2              | 2             |               |                |               | 4              |
|            | Note: * Previous CEU Studies to be reviewed for applicable information. (1999 Engineering Study, 2002 Runway Justification, 2004 draft EA) |                |                |               |               |                |               |                |
|            | Note: ILS siting standards per FAA Order 6950.10C (1995)   |                |                |               |               |                |               |                |
|            | Note: Airfield response geometric standards determined in accordance with AWC-B and AWC-WD standards.                                      |                |                |               |               |                |               |                |
| <b>5</b>   | <b>Airfield Standards (ARC B-II and C-II)</b>  |                |                |               |               |                |               |                |
| 5.1        | Airfield Geometrics (RSA, DFA, GFZ, TSS, RPS)*   | 1              | 2              |               |               |                |               | 3              |
| 5.2        | Runway Length Standards  | 1              | 2              |               |               |                |               | 3              |
| 5.3        | ILS Siting / Grading / Clearing Standards  | 1              |                |               | 2             |                | 2             | 5              |
| 5.4        | Runway Line-of-Sight   | 1              |                |               | 2             |                | 2             | 5              |
| 5.5        | Unobstructed Length / Declared Distances   | 1              |                |               | 2             |                | 2             | 5              |
| 5.6        | Taxiway System   | 1              |                |               | 2             |                | 2             | 5              |
| 5.7        | Approach Lighting Standards  | 1              |                |               | 2             |                | 2             | 5              |
|            | Note: * Previous CEU Studies to be reviewed for applicable information. (1999 Engineering Study, 2002 Runway Justification, 2004 draft EA) |                |                |               |               |                |               |                |
| <b>6</b>   | <b>Describe Roadway Standards</b>  |                |                |               |               |                |               |                |
| 6.1        | Road Right-of-Way / Land Acquisition   | 1              |                |               | 2             |                | 2             | 5              |
| 6.2        | Road Centerline Standards / Turnoffs / Line-of-Sight   | 1              |                | 2             | 2             |                | 2             | 7              |
| 6.3        | Road Profile Standards   | 1              |                | 2             | 2             |                | 2             | 7              |
| 6.4        | Road Drainage Standards  | 1              |                | 2             | 2             |                | 2             | 7              |
| 6.5        | Road Tunnel Standards  | 1              |                | 2             | 2             |                | 2             | 7              |
| 6.6        | Road Closure / Detour / Realign/By-Pass Options  | 1              |                | 2             | 2             |                | 2             | 7              |
| <b>7</b>   | <b>Develop Runway Alternatives (A Options)</b>   |                |                |               |               |                |               |                |
| 7.1        | Runway Option (5,000' unobstructed - ARC B-II)   |                |                |               |               |                |               |                |
|            | Alternative A - Narrative Description  | 1              | 4              | 2             | 2             |                |               | 9              |
|            | Alternative A - Exhibit  |                | 4              | 0             | 2             |                | 2             | 8              |
|            | Alternative A - Preliminary Engineering Costs  | 1              |                | 2             | 2             |                |               | 5              |
| 7.2        | Runway Option (5,000' displaced - ARC B-II)*   |                |                |               |               |                |               |                |
|            | Alternative B - Narrative Description  | 1              | 2              | 2             | 2             |                |               | 7              |
|            | Alternative B - Exhibit  |                | 2              | 0             | 2             |                | 2             | 6              |
|            | Alternative B - Preliminary Engineering Costs  | 1              |                | 2             | 2             |                |               | 5              |

| Prj. Task   | Description   | PRIN<br>\$129 | PM<br>\$104 | ENG 4<br>\$79 | PLNR 4<br>\$70 | TECH 4<br>\$61 | BEC 3<br>\$60 | Total |
|---|---|---------------|-------------|---------------|----------------|----------------|---------------|-------|
| 7.3   | Runway Option (5,000' unrestricted - ARC C-II)<br>Alternative C - Narrative Description<br>Alternative C - Exhibit<br>Alternative C - Preliminary Engineering Costs | 1             | 2           | 2             |                |                |               | 5     |
|   | Runway Option (5,000' displaced - ARC C-III)<br>Alternative D - Narrative Description<br>Alternative D - Exhibit<br>Alternative D - Preliminary Engineering Costs   | 1             | 2           | 2             | 2              | 12             |               | 21    |
|   |   |               |             | 35            |                |                |               | 37    |
| 7.4   | Runway Option (5,000' displaced - ARC C-III)<br>Alternative D - Narrative Description<br>Alternative D - Exhibit<br>Alternative D - Preliminary Engineering Costs   | 1             | 2           | 2             |                |                |               | 5     |
|   |   |               | 1           | 1             | 2              | 12             |               | 21    |
|   |   |               |             | 35            |                |                |               | 37    |
| f. Dependent runway option(s) to include EMAS if feasible from an operational and cost consideration.                               |   |               |             |               |                |                |               |       |
| Note: Costs include land, relocations, site preparation, grading/excavation, paving, lighting, marking, signage, NAVAIDS, planning. |   |               |             |               |                |                |               |       |
| Note: Road subsurface investigation & surveys obtained per 1999 CEU Study to be used for estimating costs.                          |   |               |             |               |                |                |               |       |
| Note: Costs to include entire Alternative H, in-out, as depicted by drawing exhibit.  |   |               |             |               |                |                |               |       |
| Note: Drawing exhibit (sketch) to depict entire Alternative out/in-out, based on existing aerial and topographic photographs.       |   |               |             |               |                |                |               |       |
| Note: Grading exhibit to be developed based on FAA A/C 150.500-13, Change 4/.   |   |               |             |               |                |                |               |       |
| 8   | Develop Roadway Alternatives  |               |             |               |                |                |               |       |
| 8.1   | Road Re-Alignment Alternative<br>Alternative - Narrative Description<br>Alternative - Exhibit<br>Alternative - Preliminary Engineering Costs                        | 1             | 2           | 2             |                |                |               | 5     |
|   |   |               | 2           | 2             | 2              | 12             |               | 21    |
|   |   |               |             | 35            |                |                |               | 37    |
| 8.2   | Road Bridge/Tunnel Alternative<br>Alternative - Narrative Description<br>Alternative - Exhibit<br>Alternative - Preliminary Engineering Costs                       | 1             | 2           | 2             |                |                |               | 5     |
|   |   |               | 2           | 2             | 2              | 12             |               | 19    |
|   |   |               |             | 32            |                |                |               | 37    |
| Note: Bridge/tunnel design and material cost estimates based on reputable manufacturer's input - per SCODT input.                   |   |               |             |               |                |                |               |       |
| Note: Roadway grades determined from combination of SCODC topographic survey and USGS mapping contours.                             |   |               |             |               |                |                |               |       |
| Note: S/C 2/ (which Road re-alignment per route described in draft 2004 CEU PA document (2,300) / Per SCODT letter dated 12/1/2003. |   |               |             |               |                |                |               |       |
| 9   | Comparison of Alternatives  |               |             |               |                |                |               |       |
| 9.1   | Matrix Comparison - Cost per Unit Length  | 2             | 4           | 3             |                | 2              |               | 11    |
| 9.2   | Narrative Description   | 1             | 2           | 2             |                |                |               | 5     |
| 10  | Summary of Preferred Alternative  |               |             |               |                |                |               |       |
| 10.1  | Refine Narrative Description  | 2             | 2           | 2             |                |                |               | 6     |
| 10.2  | Refine Cost Estimates   | 2             |             | 4             |                |                |               | 6     |
| 10.3  | Refine Narrative Exhibit  |               |             |               |                | 4              |               | 4     |
| Note: Does not include exhibits of formal RSA Determination Study.  |   |               |             |               |                |                |               |       |
| 11  | Project Working Papers/Reports  |               |             |               |                |                |               |       |
| 11.1  | Draft Working Paper (10 Copies)   | 1             | 2           | 1             | 2              | 2              | 4             | 12    |
| 11.2  | Final Draft Report (10 Copies)  | 1             | 2           | 1             | 2              | 2              | 4             | 12    |
| 11.3  | Final Report (10 Copies)  | 1             | 2           | 1             | 2              | 2              | 4             | 12    |
| 12  | Airport Meetings  |               |             |               |                |                |               |       |
| 12.1  | Airport Meeting (Airport/In-Place Visit)  | 5             | 5           |               |                | 2              |               | 12    |
| 12.2  | Airport Meeting (Airport/County/Local SCODC)  | 5             | 5           |               |                | 2              |               | 12    |
| 12.3  | Airport Meeting (Airport/County/State SCODC)  | 5             | 5           |               |                | 2              |               | 12    |
| 12.4  | Airport Meeting (Airport/County/FAA)  | 5             | 5           |               |                | 2              |               | 12    |

Note: Work includes Benefit-Cost Analysis (BCA) / Financial Analysis.  
 Note: Work includes environmental analysis to CEU/ALP drawings.  
 Note: Work effort excludes modifications to community planning, land use zoning and design regulations.  
 Note: Work effort excludes architectural, geotechnical, utility, roadway design or alternative drainage design plans.

|                                   |         |          |          |         |         |       |          |
|-----------------------------------|---------|----------|----------|---------|---------|-------|----------|
| PHASE 2 SUBTOTAL - MANHOURS       | 82      | 136      | 320      | 60      | 155     | 12    | 695      |
| PHASE 2 SUBTOTAL - LABOR EXPENSES | \$7,956 | \$12,064 | \$25,280 | \$3,500 | \$8,235 | \$460 | \$57,495 |

| Ph. / Task             | Description                                    | PRIN<br>\$125  | PM<br>\$100      | ENG 4<br>\$75          | PLNR 4<br>\$70        | TECH 4<br>\$61 | SEC 3<br>\$40 | Total           |
|------------------------|--|----------------|------------------|------------------------|-----------------------|----------------|---------------|-----------------|
| <b>Direct Expenses</b> |  |                |                  |                        |                       |                |               |                 |
|                        | <b>Expense Description</b>                     | <b>Unit</b>    | <b>Unit Rate</b> | <b>Estimated Units</b> | <b>Estimated Cost</b> |                |               |                 |
|                        | Travel - Aircraft (TRAV)                       | Hours          | \$ 270.000       | 8.0                    | \$2,160.00            |                |               |                 |
|                        | Travel - Auto (AUTOMILE)                       | Miles          | \$ 1.000         | 1,400                  | \$1,400.00            |                |               |                 |
|                        | Reproduction Photocopy (PRINT)                 | Each           | \$0.18           | 2,200                  | \$396.00              |                |               |                 |
|                        | Reproduction Small Drawing (PRINT)             | Each           | \$1.25           | 200                    | \$250.00              |                |               |                 |
|                        | Reproduction Large Drawing (PRINT)             | Each           | \$2.00           | 40                     | \$80.00               |                |               |                 |
|                        | Telephone (PHONE/FACS)                         | Lump Sum       | \$500.00         | 1.0                    | \$500.00              |                |               |                 |
|                        | Mailing (POST)                                 | Lump Sum       | \$200.00         | 1.0                    | \$200.00              |                |               |                 |
|                        | Other Expenses (OTHER)                         | Lump Sum       | \$20.00          | 1.0                    | \$20.00               |                |               |                 |
|                        | <b>Subtotal Expense</b>                        |                |                  |                        | <b>\$3,796.00</b>     |                |               |                 |
|                        | <b>TOTAL(PHASE 1 &amp; 2) - MANHOURS</b>       | <b>72</b>      | <b>134</b>       | <b>322</b>             | <b>80</b>             | <b>137</b>     | <b>19</b>     | <b>734</b>      |
|                        | <b>TOTAL(PHASE 1 &amp; 2) - LABOR EXPENSES</b> | <b>\$8,216</b> | <b>\$13,806</b>  | <b>\$24,438</b>        | <b>\$3,506</b>        | <b>\$8,387</b> | <b>\$750</b>  | <b>\$61,207</b> |

Note: Additional meetings, consultation or other requests considered additional work and conducted on an hourly basis.

|   |           |
|---|-----------|
| Phase 1 & 2 - Total TBI Manhours        | 734       |
| Phase 1 & 2 - Total TBI Labor Cost      | \$ 61,207 |
| Phase 1 & 2 - Total TBI Direct Expenses | \$ 5,793  |

|                      |                  |
|----------------------|------------------|
| <b>TOTAL PROJECT</b> | <b>\$ 65,000</b> |
|----------------------|------------------|

**Matrix Table (Preliminary)  
CEU Runway Extension Alternatives**

| Alternative Factor / Runway Extension Options         | Option A<br>(5,000' unrestricted - ARC B-1) | Option B<br>(5,000' displaced - ARC B-1) | Option C<br>(5,500' unrestricted - ARC C-1) | Option D<br>(5,500' displaced - ARC C-1) | Road Re-Alignment Option | Road Tunnel/Bridge Option |
|---|---|--|---|--|--------------------------|---------------------------|
| <b>PROPERTY:</b>                                      |   |  |   |  |                          |                           |
| Estimated Airfield Property Acquisition (Acres)       |   |  |   |  |                          |                           |
| Estimated Roadway Property Acquisition (Acres)        |   |  |   |  |                          |                           |
| <b>AIRPORT/AIRSPACE GEOMETRICS:</b>                   |   |  |   |  |                          |                           |
| RSA Surface Standards                                 |   |  |   |  |                          |                           |
| OFA Surface Standards                                 |   |  |   |  |                          |                           |
| CFZ Runway Surface Standards                          |   |  |   |  |                          |                           |
| CFZ Inner-Transitional Surface Standards              |   |  |   |  |                          |                           |
| CFZ Approach Surface Standards                        |   |  |   |  |                          |                           |
| RPZ Surface Standards                                 |   |  |   |  |                          |                           |
| FAR Part 77 'Primary' Surface Standards               |   |  |   |  |                          |                           |
| FAR Part 77 'Approach' Surface Standards              |   |  |   |  |                          |                           |
| FAR Part 77 Transitional Surface Standards            |   |  |   |  |                          |                           |
| TSS Surface Standards / TERPS                         |   |  |   |  |                          |                           |
| Runway Line-of-Sight Standards                        |   |  |   |  |                          |                           |
| Runway Profile Grade Change(s)                        |   |  |   |  |                          |                           |
| Runway 7 Displaced Threshold Distance                 |   |  |   |  |                          |                           |
| Runway 25 Displaced Threshold Distance                |   |  |   |  |                          |                           |
| Involves Engineering Material Arresting System (EMAS) |   |  |   |  |                          |                           |
| Accommodates Full-Parallel Taxiway System             |   |  |   |  |                          |                           |
| <b>AIRPORT CONSTRUCTION:</b>                          |   |  |   |  |                          |                           |
| Construction Impact Area (Acres)                      |   |  |   |  |                          |                           |
| House Relocations                                     |   |  |   |  |                          |                           |
| Earthwork Quantity                                    |   |  |   |  |                          |                           |
| <b>AIRPORT EQUIPMENT:</b>                             |   |  |   |  |                          |                           |
| ILS Localizer   |   |  |   |  |                          |                           |
| ILS Glide Slope                                       |   |  |   |  |                          |                           |
| ILS MALSR   |   |  |   |  |                          |                           |
| <b>COSTS:</b>   |   |  |   |  |                          |                           |
| Airfield Costs  |   |  |   |  |                          |                           |
| Roadway Costs   |   |  |   |  |                          |                           |
| Total Project Cost                                    |   |  |   |  |                          |                           |
| <i>Cost Per Linear Foot of Runway Extension</i>       |   |  |   |  |                          |                           |

Note: Assumed road R/W to be transferred to SCDOT authority.

City of Walhalla

206 North Church Street  
Post Office Box 1899  
Walhalla, South Carolina 29691

(864) 638-4357

Fax (864) 638-4357

received  
7-15-04

July 14, 2004

Mr. Harry Hamilton  
Oconee County Supervisor  
415 South Pine Street  
Walhalla, South Carolina 29691

Dear Mr. Hamilton:

The City of Walhalla is interested in exploring the possibility of occupying the old Rescue Squad and Adult Social Services Building on West Main Street. We, as a Council, feel this building is vital for the future growth of Walhalla and see this as a positive addition.

Your consideration of this matter will be greatly appreciated. Thank you for your continued support of our City.

Sincerely,



Lamar Bailes  
Mayor

*Refer to Measure  
3 and 4  
↓  
Council*

## OCONEE COUNTY BUILDING CODES

415 S Pine St, Walhalla SC 29691

Ph. (864) 718-1005

Fax. (864) 638-4168

Channon Chambers - Director & C.B.O.  
e-mail: cchambers@oconeesc.com

Sheri Spearman - Office Manager  
e-mail: sspearman@oconeesc.com

August 26, 2004

Dear Mr. Hamilton and members of County Council,

As many of you know Building Codes has for five years used old police vehicles for inspections. We are currently short one vehicle. The current fleet consist of four 1994/95 Ford Crown Victoria's and one 1996 Ford Bronco. All of these vehicles have very high mileage and several have pending transmission or maintenance problems which would not be cost effective to fix according to the motor pool. Also the use of low ground clearance cars leads to cars "spinning out" and getting stuck. This leads to an unprofessional appearance and delays in inspections. As of today we have managed to avoid customer complaints due to missed inspections, by careful planning, postponing inspector training, and even driving personal vehicles. We have been informed that the use of personal vehicles is not allowed and will try to schedule steep driveways with the 4x4 Bronco.

However, Building Codes will most likely remain extremely busy for the next several years due to the tremendous growth in the county. We propose a long term vehicle replacement program to ensure upholding the departments' mission statement. In the future, budget requests will be made as part of the Capital Improvement Plan in consultation with appropriate departments.

With this in mind, we have thoroughly searched for replacement vehicles. We believe these vehicles should be reliable and capable of accessing remote jobsites in a professional manner with without doing damage to driveways or suspension systems as is now the case. Currently, there are two suitable vehicles in state surplus.

Therefore, I ask for supplemental funding of \$15,000 to purchase two vehicles.

Sincerely,

Channon Chambers

Cc:

Tom Hendricks, Planning Director  
Phyllis E. Lombardi, Finance Director  
Lee Davis, Director of Vehicle Services  
Donna McAister, Purchasing Agent

# Oconee County Building Codes Vehicle Inventory

| County | Car Number | Year Model | Make           | Mileage |
|--------|------------|------------|----------------|---------|
|        | 100.15     | 1996       | Bronco         | 180013  |
|        | 100.24     | 1994       | Ford Crown Vic | 106769  |
|        | 100.27     | 1995       | Ford Crown Vic | 189219  |
|        | 100.31     | 1995       | Ford Crown Vic | 203140  |
|        | 100.36     | 1994       | Ford Crown Vic | 184047  |

ORDINANCE 2004-17

ORDINANCE OF THE COUNTY COUNCIL OF OCONEE COUNTY, SOUTH CAROLINA, AUTHORIZING A LEASE-PURCHASE AGREEMENT, SERIES 2004 RELATING TO THE FINANCING OF VARIOUS 911 EMERGENCY EQUIPMENT FOR MUNICIPAL PURPOSES; AUTHORIZING THE EXECUTION AND DELIVERY OF VARIOUS DOCUMENTS INCLUDING THE LEASE AGREEMENT, AND OTHER MATTERS RELATING THERETO.

BE IT ORDAINED BY THE COUNTY COUNCIL OF OCONEE COUNTY, SOUTH CAROLINA, AS FOLLOWS:

Section 1. The County Council (the "Council") of Oconee County, South Carolina (the "County"), as lessee, hereby finds and determines that:

(a) the County is a body politic and corporate and a political subdivision and, as such, possesses all powers granted to political subdivisions by the Constitution and general laws of this State;

(b) the County desires to enter into a lease/purchase agreement (the "Lease") with a bank or leasing company for the purpose of financing the purchase of various 911 emergency equipment more fully described on Exhibit A attached hereto (the "Equipment"); and

(c) the payments by the County under the Lease will be subject to annual appropriation by the Council.

Section 2. The Council hereby authorizes the Director of Procurement to distribute a request for proposals, in substantially the form attached herein as Exhibit B, to determine the final principal amount not to exceed \$1,700,000 and maturity date of the Lease, and to accept the bid containing the lowest interest cost that complies with the request for proposals without further action required of Council.

Section 3. The Council hereby authorizes the County Administrator, the Director of Administrative Services and Finance, the County Attorney, and the Clerk to Council, acting jointly or individually, to execute such documents and instruments as necessary to effect the issuance of the Lease.

Section 4. The Lease will be designated as a "qualified tax-exempt obligation" within the meaning of and for purposes of Section 265(b) of the Internal Revenue Code of 1986, as amended, provided the Lease is executed in calendar year 2004.

Done in meeting duly assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2004.

OCONEE COUNTY, SOUTH CAROLINA

ATTEST:

\_\_\_\_\_  
Chairman, Oconee County Council

\_\_\_\_\_  
Clerk to County Council

First Reading: \_\_\_\_\_  
Second Reading: \_\_\_\_\_  
Third Reading: \_\_\_\_\_

**Oconee County E9-1-1 Upgrade Equipment and Price List**

| Component   | Number | Extended Price   |
|---|--------|------------------|
| <b>RFP 03-15 CAD/RMS</b>  |        |                  |
| 1. New World Systems (NWS) Computer-Aided Dispatch Software for County PSAP with associated third-party software. | 11     | \$110,000        |
| 2. NWS Law Enforcement Records Management System for County   | 30     | 75,000           |
| 3. NWS project management   | 1      | 57,000           |
| 4. NWS Software interfaces  | 8      | 28,500           |
| 5. MWS Training   | 822    | 106,795          |
| 6. Reverse 911 and GIS support software   | 1      | 73,490           |
| <b>Total NWS RFP 03-15</b>  |        | <b>\$410,785</b> |
| <b>RFP 03-16 Radio Controller</b>   |        |                  |
| 1. Positron site survey to confirm requirements   | 1      | 3,000            |
| 2. Positron Power Radio with redundancy additions for County  | 11     | 149,572          |
| 3. Peripherals, spares, cabinet equipment supporting Power Radio  | 1      | 11,590           |
| 4. Positron Training  | 71     | 18,150           |
| 5. Positron Installation  | 1      | 22,807           |
| 6. Positron extended warranty   | 1      | 15,519           |
| <b>Total Positron Radio RFP 03-16</b>   |        | <b>\$219,638</b> |
| <b>RFP 03-17 Telephony Controller</b>   |        |                  |
| 1. Positron Site Survey to confirm requirements   | 1      | 3,000            |
| 2. Positron Life Line 100 ANI/ALI Telephony controller for Oconee PSAP with associated components                 | 1      | \$19,145         |
| 3. Norstar PBX for Oconee PSAP with associated components   | 1      | 9,850            |
| 4. Positron Power911 telephony software for Oconee PSAP with associated components                                | 11     | 67,497           |
| 5. Positron Power911 telephony hardware for Oconee PSAP   | 11     | 29,821           |
| 6. Positron Power MIS (management information system) for Oconee PSAP   | 11     | 7,735            |
| 7. Positron onsite ALI (automatic location identification) database software of County and Seneca                 | 1      | 25,000           |
| 8. Positron Witness remote monitoring system for County and Seneca  | 11     | 6,922            |
| 9. Positron Peripherals and recommended spares to support items 2-8 above   | 1      | 8,012            |
| 10. Positron Installation for items 2-8   | 1      | 13,750           |
| 11. Positron training   | 1      | 27,450           |
| 12. Positron extended hardware  | 1      | 22,528           |

|  |    |                    |
|--|----|--------------------|
| warranty for items 2-8   |    |                    |
| Total Positron telephony for County PSAP   |    | 242,710            |
| 13. Site survey  | 1  | 1,500              |
| 14. Positron Life Line 100 ANI/ALI Telephony controller for Seneca PSAP with associated components | 1  | 16,564             |
| 15. Norstar PBX for Seneca   | 1  | 4,375              |
| 16. Positron Power911 Software for Seneca  | 2  | 15,129             |
| 17. Positron Power911 Hardware for Seneca  | 2  | 5,422              |
| 18. Peripherals and recommended spares for Seneca  | 1  | 6,662              |
| 19. Positron installation  | 1  | 5,200              |
| 20. Positron training  | 14 | 11,400             |
| 21. Positron extended warranty   | 1  | 4,096              |
| Total Positron Telephony for Seneca  |    | 70,148             |
| <b>Total Positron for RFP 03-17</b>  |    | <b>\$913,058</b>   |
| <b>Commodity Systems</b>   |    |                    |
| 1. Positron Application Servers and associated components  | 6  | \$107,001          |
| 2. New World application servers and associated components   | 3  | 125,156            |
| 3. Integrated Workstations and associated components   | 11 | 101,437            |
| 4. Master timing device  | 1  | 5,153              |
| 5. Wireless headsets   | 25 | 9,166              |
| 6. NICE voice logger   | 1  | 52,625             |
| 7. Wright-line communications center consoles for County PSAP                                      | 11 | 170,509            |
| 8. Support systems   |    | 45,650             |
| <b>Total Commodity purchases</b>   |    | <b>\$617,090</b>   |
| <b>Total Project Contingency approved by Council</b>   |    | <b>\$75,478</b>    |
| <b>Total Project Cost for Hardware and Software (Amount to be leased)</b>                          |    | <b>\$1,635,950</b> |
| NWS extended maintenance   |    | \$141,440          |
| Positron extended maintenance  |    | \$471,590          |
| <b>Total Projected Cost over five years</b>  |    | <b>\$2,248,980</b> |

**EXHIBIT B**

**REQUEST FOR PROPOSALS**

Greene County, South Carolina (the "County"), is requesting proposals from various banks, investment bankers and leasing companies with respect to a \$\_\_\_\_\_ tax-exempt lease-purchase agreement (the "Lease Agreement") between the lessor and the County to acquire the items listed on the attached Schedule A.

**I. Structure of Lease**

- (a) **Term:** A five (5) year term will be considered with a repayment schedule showing principal amortization of the equipment costs shown on Schedule A in five years.
- (b) **Lease Payments:** Five (5) equal amortized annual lease payments of principal and interest due on the anniversary of the closing date beginning one year from the closing date for the equipment listed on Schedule A. Purchase option at end of term will be exercised at cost of \$1.00.
- (c) **Non-Appropriation:** The Lease Agreement shall contain a nonappropriation clause acceptable to the County. The County's right to exercise its right of nonappropriation shall be unconditional.
- (d) **Non-Substitution:** No non-substitution clause or similar clause will be accepted.
- (e) **Leased Property:** See attached Schedule A.
- (f) **Acquisition Fund:** The Lessor will deposit \$\_\_\_\_\_ into the Acquisition Fund on the day of closing. The Acquisition Fund shall be held by a bank chosen by the County and the lessor. Such bank will have an office or branch in South Carolina.
- (g) **Interest Earnings:** Investment of the Acquisition Fund will be directed by the County. The investment earnings, if any, will be applied as a credit against lease payments or, at the option of the County, be used to defray the cost of the Leased Property. The County will reject any proposal that requires the County to pay any portion of investment earnings to the Lessor or a third party.

- (h) **Costs of Issuance:** All such costs will be paid after approval by the County on the day of closing.
- (i) **Insurance:** The County's property is insured through the South Carolina Insurance Reserve Fund. The Leased Property will be insured in a similar manner at face value.
- (j) **Draw:** The County expects to begin drawing from the Acquisition Fund within \_\_ days after closing and final acceptance of all Leased Property will be made within \_\_ months after closing.
- (k) **Designation as Qualified Tax-Exempt Obligations:** The County will designate the Lease Agreement as a "qualified tax-exempt obligation" for purposes of Section 265 of the Internal Revenue Code of 1986, as amended, relating to the ability of financial institutions to deduct from income for federal income tax purposes certain interest expense that is allocable to carrying and acquiring tax-exempt obligations such as the Lease Agreement.
- (l) **Fees:** The County will be responsible for the fees and costs of its County Attorney and for its Bond Counsel. The County will not be responsible for fees or costs of any bidder including the successful bidder, including, but not limited to, counsel fees and costs of bid preparation.
- (m) **Closing:** The County is currently accepting bids on the Leased Property. Closing will be scheduled to ensure that all equipment is delivered within \_\_ months after closing. The County anticipates the closing to be on \_\_\_\_\_, 2004.

## II. **Form of Proposal**

- (a) The proposal must be in writing and not be subject to credit review. A copy of the County's audited financial statement is available from the County. If you should need any additional information, please submit your request in writing to Bond Counsel.
- (b) The proposal must specifically answer each of the following questions:
- (1) What is the total amount of the financing (principal borrowed)?

- (2) What is the principal and interest payment to be paid on each annual payment and what is the interest rate on each annual payment?
- (3) What are the maximum other costs associated with this Lease Agreement that will be paid by the County?
- (c) The proposal must provide a computation of annual principal and interest payments.
- (d) The proposal must compute the interest cost. The bid will be awarded to the bidder submitting the proposal which results in the lowest annual payment amount. All detail necessary to validate those computations must be presented.
- (e) Although interest may be earned on the Acquisition Fund and credited to the payment account, do not include any investment earnings in your proposal.
- (f) The proposal should list all opinions which will be expected of the County Attorney, Bradley A. Norton, Esquire, and the County's Bond Counsel, Haynsworth Sinker Boyd, P.A., Greenville, South Carolina.

### III. Submission Information

One copy of the sealed proposal clearly marked "Proposal for 2004 Lease Purchase" should be submitted by 12:00 noon, \_\_\_\_\_, 2004, to: Phyllis E. Lombard, Director of Administrative Services and Finance, 415 South Pine Street, Wallhalla, South Carolina 29691, telephone (864) 635-4235. Proposals after that date will not be considered. Proposals may be delivered by hand, by mail or by facsimile transmission, but no proposal shall be considered which is not actually received by the County at the place, date and time appointed, and the County shall not be responsible for any failure, misdirection, delay or error resulting from the selection by any bidder of any particular means of delivery of proposals. The County will take reasonable steps to ensure the confidentiality of all proposals transmitted to it by facsimile transmission but cannot guarantee the confidentiality of information transmitted by such means. Proposals by facsimile transmission should be sent to the attention of Phyllis E. Lombard, facsimile (864) 718-1022.

If you should have any questions regarding this Request for Proposals, you should contact Phyllis E. Lombard, Director of Administrative Services and Finance at (864) 638-4235 or the County's Bond Counsel, Haynsworth Sinkler Boyd, P.A., Greenville, South Carolina, Brad Love (864) 240-3388.

Dated: \_\_\_\_\_, 2004

STATE OF SOUTH CAROLINA

)  
)  
)

CERTIFICATE OF ORDINANCE

COUNTY OF OCONEE

I, the undersigned Clerk to County Council of Oconee County, South Carolina (the "County"), do hereby certify as follows:

That the foregoing constitutes a true, correct and verbatim copy of an Ordinance which was given three readings on three separate days, with an interval of not less than seven days between the second and third readings. The original of this Ordinance is duly entered in the permanent records of minutes of meetings of the County Council, in my custody as such Clerk.

That each of said meetings was duly called, and all members of the County Council were notified of the same; that all a majority of the membership were notified of each meeting and remained throughout the proceedings incident to the adoption of this Ordinance.

WITNESS my official signature this \_\_\_\_\_ day of \_\_\_\_\_, 2004.

\_\_\_\_\_  
Clerk to County Council  
Oconee County, South Carolina

First Reading: \_\_\_\_\_  
Second Reading: \_\_\_\_\_  
Third Reading: \_\_\_\_\_

STATE OF SOUTH CAROLINA  
COUNTY OF OCONEE  
RESOLUTION 2004-06

WHEREAS, Oconee County began its search for an administrator April 28, 2004;  
and

WHEREAS, Oconee County engaged the services of the South Carolina  
Appalachian Council of Governments to assist in the search for an administrator; and

WHEREAS, Mr. Joe Newton, Governmental Services Director, South Carolina  
Appalachian Council of Governments, has assisted Oconee County and the Oconee  
County Council in recruiting applicants for the Oconee County Administrator;

**NOW THEREFORE, BE IT RESOLVED**, this date that the Oconee County  
Council would like to express their appreciation to Mr. Newton for his dedication, and  
hard work that really went beyond the call to duty to Oconee County in the search for an  
Oconee County Administrator.

It was a pleasure to work with Mr. Newton and we look forward to a continued  
good working relationship with him and all South Carolina Appalachian Council of  
Governments employees.

**APPROVED & ADOPTED** on first and final reading this 24<sup>th</sup> day of August  
2004 as evidenced by the hand of the County Council Chair and attested by the Clerk to  
Council.

\_\_\_\_\_  
H. Frank Ables, Jr., Chair  
Oconee County Council

Attest:

\_\_\_\_\_  
Opal D. Green  
Clerk to Council

COUNTY COUNCIL OF OCONEE COUNTY  
RESOLUTION NO. 2004-03

A RESOLUTION CALLING FOR A REFERENDUM ON THE FOLLOWING QUESTION:  
MUST A ONE PERCENT (1%) SALES AND USE TAX BE LEVIED IN OCONEE COUNTY FOR THE PURPOSE OF ALLOWING A CREDIT AGAINST A TAXPAYER'S COUNTY AND MUNICIPAL AD VALOREM TAX LIABILITY AND FOR THE PURPOSE OF FUNDING COUNTY AND MUNICIPAL OPERATIONS IN THE OCONEE COUNTY AREA.

BE IT RESOLVED, that the Registration and Elections Commission of Oconee County shall cause to be held on 2nd day of November, 2004, a referendum to determine the wishes of a majority of the qualified electors of Oconee County on the following question: must a one percent (1%) sales and use tax be levied in Oconee County for the purpose of allowing a credit against a taxpayer's County and Municipal Ad Valorem tax liability and for the purpose of funding County and Municipal operations in the Oconee County area.

BE IT FURTHER RESOLVED, that the Registration and Elections Commission of Oconee County in compliance with the requirements of Section 7-13-35 Code of Laws of South Carolina, 1976, as amended, shall cause to be published two notices of this referendum in *The Daily Journal*, the *Keowee Courier*, and the *Westminster News*, newspapers of general circulation in Oconee County, published in the South Carolina municipalities of Seneca, Walhalla and Westminster respectively. That said Notice of Referendum be in the form as set forth in Exhibit A, that the first publication of said Notice of Referendum shall be published not later than sixty days prior to the date of said referendum, and that the second publication of said notice shall be published in said newspapers not later than two weeks after the publication of the first notice.

BE IT FURTHER RESOLVED, that the Registration and Elections Commission of Oconee County do all things necessary to conduct the holding of said referendum in accordance with the laws of the State of South Carolina.

BE IT FURTHER RESOLVED, that the within Resolution is adopted without further reading and shall be effective upon the date of its adoption.

Adopted in meeting duly called and assembled this 24th day of August, 2004.

OCONEE COUNTY, SOUTH CAROLINA

ATTEST:

\_\_\_\_\_  
Frank Ables  
Chairman of Oconee County Council

\_\_\_\_\_  
Opal G. Green  
Clerk of County Council

NOTICE OF REFERENDUM  
 OCONEE COUNTY, SOUTH CAROLINA

NOTICE IS HEREBY GIVEN that pursuant to a Resolution adopted by the County Council of Oconee County on August 25, 2004, and the requirements of South Carolina Code § 4-10-30, a referendum will be held in Oconee County on November 2, 2004. The purpose of the referendum is to submit to all persons qualified to vote in Oconee County, South Carolina, under the Constitution and laws of the State of South Carolina the following question:

Question

Must a one percent (1%) sales and use tax be levied in Oconee County for the purpose of allowing a credit against a taxpayer's County and Municipal ad valorem tax liability and for the purpose of funding County and Municipal operations in the Oconee County area?

Yes \_\_\_\_\_

No \_\_\_\_\_

Every person offering to vote must be at least 18 years of age on the date of the Referendum, must reside in Oconee County, South Carolina and must be duly registered on the books of registration for Oconee County, South Carolina as an elector in the precinct in which he or she resides and offers to vote on or before the date on which said books of registration are closed for the Referendum, and must present his or her registration certificate or valid South Carolina driver's license or other form of identification containing a photograph issued by the South Carolina Department of Revenue and Taxation, if not licensed to drive. Any persons wishing to register to vote in this election, if registering by mail, must have such registration postmarked not later than October 2, 2004, to the Registration and Elections Commission of Oconee County, 415 South Pine Street, Walhalla, South Carolina 29691, or, if registering to vote in person, must do so by no later than October 1, 2004. Any such registered elector who has moved his or her place of residence within Oconee County, South Carolina after the date on which said books of registration are closed for the Referendum, but before the date of the Referendum, shall be entitled to vote in his or her previous precinct of residence in the Referendum, provided, however, in case any registered elector shall have moved from one precinct in the District to another precinct in the District within thirty days prior to November 2, 2004, and shall have surrendered his registration certificate and has received a new certificate, such elector may vote in the precinct provided for by such new certificate. Persons who become of age during the 30-day period preceding the Referendum shall be entitled to register before the closing of the books if otherwise qualified.

Any person eligible to register to vote in the Referendum who has been discharged or separated from his service in the Armed Forces of the United States prior to November 2, 2004, and has returned home too late to register at the time when registration is required, is entitled to register for the purpose of voting in the Referendum after the discharge or separation from service, up to 5:00 p.m. on the day of the Referendum. This application for registration must be made at the office of the Registration and Elections Commission of Oconee County, and if qualified, the person must be issued a registration notification stating the precinct in which he is entitled to vote and a certification to the managers of the precinct that he is entitled to vote and should be placed on the registration rolls of the precinct.

The polls shall be open from 7:00 a.m. until 7:00 p.m. at the polling places designated below and shall be open during these hours without intermission or adjournment. Appropriate vote recorders will be provided at the polling places for the casting of ballots on the aforesaid question. Managers of Election will be appointed by the Registration and Elections Commission of Oconee County. The Managers of Election

shall see that each person offering to vote takes the oath that he is qualified to vote at this election according to the Constitution of this State, and that he has not voted before in this election. The precincts within Oconee County and locations of the several polling places for such Referendum are as follows:

| Precinct              | Polling Place   |
|-----------------------|---|
| Newry-Corinth         | Newry Masonic Hall, 701 Broadway St., Newry                   |
| Earles Grove          | Community Center, 398 Cedar Lane Rd., Westminster             |
| Ravenel               | Shiloh-Corinth Fire Station, 9401 Old Clemson Hwy., Seneca    |
| Fau Play              | Fau Play Elementary School, 150 School Rd., Fau Play          |
| Friendship            | Friendship Fire Station, 1367 Friendship Rd., Seneca          |
| Holly Springs         | Community Center, 125B Reese Cobb Rd., Westminster            |
| Keowee                | Keowee Fire Station, 7031 Keowee School Rd., Seneca           |
| Long Creek            | Community Center, 12351 Long Creek Hwy., Westminster          |
| Mountain Rest         | Community Center, 170 Vance Mill Rd., Mountain Rest           |
| Macon                 | Cleveland Fire Station, 684 Cleveland Pike Rd., Westminster   |
| Douglasland           | Hamilton Career Center, 100 Vocational Dr., Seneca            |
| Oakway                | Oakway Middle School, 150 School House Rd., Westminster       |
| Return                | Return Baptist Fellowship Hall, 735 Return Church Rd., Seneca |
| Richland              | Rock Springs Methodist Ch., 895 Potlar Spgs. Rd., Westminster |
| Salem                 | Salem City Hall, 5 Park Ave., Salem                           |
| Stamp Creek           | Duke Power "Wadd of Energy," 7812 Rochester Hwy., Seneca      |
| Shiloh                | Oconee County Airport, 365 Airport Rd., Seneca                |
| South Union           | South Union Fire Station, 131 Fire Station Rd., Westminster   |
| Tumascoe              | Picket Post-Camp Oak Fire Station, 7660 N Hwy. 11, Walhalla   |
| Tukeens-Providence    | Cross Roads Baptist Church, 215 Cross Roads Dr., Seneca       |
| Union                 | Tri-City Rescue Squad Bldg., 233 Goddard Ave., Seneca         |
| Walhalla #1, #2       | Walhalla Fire Station, 207 E. North Broad St., Walhalla       |
| Westminster #1, #2    | American Legion Hut, 205 Lucky St., Westminster               |
| West Union            | West Union Fire Station, 220 N Hwy. 11, West Union            |
| Seneca #1, #2, #3, #4 | Shaver Gymnasium, 698 W South 4 <sup>th</sup> St., Seneca     |

Voters who are blind, who are otherwise physically handicapped, or who are unable to read or write are entitled to assistance in casting their ballot. This assistance may be given by anyone the voter chooses except his employer, an agent of his employer, or an officer or agent of his union. The Managers of Election must be notified if assistance is needed. Voters who are unable to enter their polling place due to physical handicap or age may vote in the vehicle in which they drive, or were driven to the polls. When notified, the Managers will help voters effectuate this curbside voting provision. Registered voters may be eligible to vote by absentee ballot. Persons wishing more information concerning absentee balloting should contact the Registrar and Elections Commission of Oconee County at (864) 658-4196.

The Registrar and Elections Commission of Oconee County shall hold a hearing on ballots challenged in the election on November 3, 2004, at 10:00 a.m., at the office of the Registrar and Elections Commission of Oconee County, 415 South Pine Street, Walhalla, South Carolina 29691. The process of examining the return-addressed envelopes containing absentee ballots will begin at 2:00 p.m. on November 2, 2004.

Chairman of County Council  
Oconee County, South Carolina

Chairman, Registrar and Elections  
Commission of Oconee County

STATE OF SOUTH CAROLINA

COUNTY OF OCONEE

I, the undersigned, Clerk to County Council of Oconee County, South Carolina (the "Council"), DO HEREBY CERTIFY

That the foregoing constitutes a true, correct and verbatim copy of a Resolution duly adopted by said Council at a meeting duly called and held on the 24th day of August, 2004, at which meeting all a majority of the membership of said Council were present, and voted unanimously in favor of the adoption thereof.

That said Resolution was duly offered and seconded and unanimously adopted by those present. That the original of said Resolution is duly entered in the permanent records of said Council, in my custody as such Clerk to Council.

IN WITNESS WHEREOF, I have hereunto set my Hand and the Seal of the Council this 24th day of August, 2004.

(SEAL)

\_\_\_\_\_  
Clerk to County Council,  
Oconee County, South Carolina

COMES NOW Oconee County, a body politic of the State of South Carolina and the South Carolina Department of Transportation, a department of the State of South Carolina and for the consideration recited herein, agree as follows:

1. The South Carolina Department of Transportation (hereinafter SCDOT) currently operates a wastewater treatment plant (WWTP) for sewage generated at the South Carolina Welcome Center located at the intersection of I-85 and Highway 11. Said wastewater treatment plant discharges into Lake Hartwell, Oconee County, through the Oconee County Sewer Commission (OCSC), agrees to use its best efforts to construct a wastewater treatment plant and the associated sewage transportation system, including piping and lift stations that will be able to handle the sewage discharged from the SCDOT Welcome Center.

2. The SCDOT agrees to pay to Oconee County the sum of \$2,633 million dollars to assist in the design of the project, acquisition of property for the sewer project and the construction of the wastewater treatment plant and collector lines. The estimated schedule of disbursements is \$1 Million in the year 2004/2005 fiscal year and \$1,633 Million in 2005/2006 fiscal year. Disbursements by the SCDOT will be in response to documented expenditures by the County. Disbursement requests will not exceed one per month.

3. Upon completion of the wastewater treatment plant and the collector lines by the County, the SCDOT agrees to discharge all of the sewage from the above referenced Welcome Center into the new County sewer lines.

4. The SCDOT agrees to use its best efforts to assist Oconee County in obtaining a discharge permit from the South Carolina Department of Health and Environmental Control.

5. Oconee County agrees to use the funds provided by the SCDOT for this project for the design and engineering of the project, the acquisition of land and/or right of ways for the project, and for the construction of the wastewater treatment plant and collector lines.

6. The parties agree and understand that this agreement is contingent upon Oconee County obtaining a discharge permit for a wastewater treatment plant to discharge into Cleveland Creek and/or Beaver Dam Creek from the South Carolina Department of Health and Environmental Control. In the event that Oconee County is unable to obtain said discharge permit, Oconee County shall return all funds not expended on the project to SCDOT. A waste load allocation has already been obtained from SCDHEC which is a good indication that an NPDES permit should be obtainable from the state on this proposed project. Engineering is currently in process to complete the NPDES permitting process.

7. Oconee County shall have no ownership interest or responsibility towards the existing SCDOT treatment plant and sewer lines. However, as part of this project, the engineer will propose a closure plan for the existing WWTP and will specify to the contractor how to include said closure in the project bid.

8. In the event that the discharge permit from the South Carolina Department of Health and Environmental Control includes restrictions that make construction and/or operation at a wastewater treatment plant economically impracticable, Oconee County shall have the right to terminate this agreement and return all funds not expended on the project to SCDOT.

9. Oconee County and SCDOT agree to work together to obtain permits necessary for attaching water and sewer lines to bridges within the project area.

10. Notwithstanding any provisions to the contrary, neither party shall be in default under this agreement and each party's performance of such obligation or obligations shall be excused and extended if and to the extent that any failure or delay in such parties' performance of one or more of its obligations under this agreement is caused by any of the following conditions if delay is beyond a reasonable control of such party: act of God; fire; explosion; flood; vandalism; war; military authority or civil disorder; strikes or other labor disputes; any code, law, regulation, order, rule, regulation, direction, action or request of any local, state or federal government entity or Court; national emergencies, insurrections, riots; or any other condition or circumstances beyond the reasonable control of the subject party which maturely impedes such party's performance. The party claiming relief under this article shall notify the other in writing of the existence of the event relied on and the succession of termination of said event, and the party claiming the relief shall exercise reasonable efforts to minimize the time of such delay.

11. Both parties shall use due diligence in exercising their responsibilities under this agreement.

12. Oconee County agrees to be responsible for managing this project completely and agrees to inform the SCDOT of its progress.

13. The County acknowledges that time is of the essence in proceeding with the project due to compliance issues and schedules imposed by the SCDHEC on the existing Welcome Center WWTP. Every effort will be made by the County to expedite the planning, design and construction of this project to relieve SCDOT of the need to upgrade the existing plant.

14. SCDOT agrees to pay normal and customary charges for sewer service upon completion. For the first five years, this charge will not exceed \$7 per 1,000 gallons of sewage treated.

15. Oconee County through the OCSA agrees to provide up to 75,000 gpd of capacity in the new sewage collection system and WWTP without additional impact fees to the SCDOT.

16. The SCDDO agrees to not install an RV dump station at the Welcome Center site without the permission of the OCSC. An RV dump station would significantly change the characteristics of the wastewater coming from the Welcome Center and potentially be toxic to the WWTP.

## OCONEE COUNTY EXPOSURE CONTROL PLAN

(Updated 08/10/04)

The Oconee County Government is committed to providing a safe and healthful work environment for our entire staff. In pursuit of this goal, the following exposure control plan (ECP) is provided to eliminate or minimize occupational exposure to blood borne pathogens in accordance with OSHA standard 29 CFR 1910.1030, "Occupational Exposure to Blood Borne Pathogens."

The ECP is a key document to assist our organization in implementing and ensuring compliance with the standard, thereby protecting our employees. This ECP includes:

- Determination of employee exposure
- Implementation of various methods of exposure control including:
  - Universal precautions
  - Engineering and work practice controls
  - Personal protective equipment
  - Housekeeping
- Hepatitis B vaccination
- Post-exposure evaluation and follow-up
- Communication of hazards to employees and training
- Record keeping
- Procedures for evaluating circumstances surrounding exposure incidents. Implementation methods for these elements of the standard are discussed in the subsequent pages of this ECP.

### PROGRAM ADMINISTRATION

- The Human Resources Department is responsible for the implementation of the ECP and will maintain, review, and update at least annually, and whenever necessary to include new and modified tasks and procedures. Contact location/phone number: 415 South Pine Street, Walhalla, SC 29691/ (864) 638-4252.
- Those employees who are determined to have occupational exposure to blood or other potentially infectious materials (OPIM) must comply with the procedures and work practices outlined in this ECP.
- The Individual County Departments will provide all necessary personal protective equipment (PPE), engineering controls (e.g., sharps containers), labels and red bags as required by the standard. The Human Resources Department will ensure that the individual departments will provide adequate supplies of the aforementioned equipment are available in appropriate sizes. Contact location/phone: 415 South Pine Street, Walhalla, SC 29691/ (864) 638-4252.

- The Human Resources Department will be responsible for training, documentation of training and making the written ECP available to employees and OSHA representatives. Contact location/phone number: 415 South Pine Street, Walhalla, SC 29691 / (864) 638-4252.

### EMPLOYEE EXPOSURE DETERMINATION

The following is a list of all job classifications and departments at our establishment in which all employees have occupational exposure:

| DEPARTMENT             | JOB TITLE  |
|------------------------|--|
| Sheriff Department     | Deputy I & II, Master & Senior Deputy, Process Server, Sergeant, Corporal, Lieutenant, Community Services Officer, Training Officer, School Resource Officer, Investigator & Victim Services Coordinator, Captain, Chief & Sheriff |
| Rural Fire             | Fire Chief, Deputy Fire Chief, Training Officer & Mechanic   |
| Vehicle Maintenance    | Maintenance Superintendent, Assistant Shop Foreman, Auto & Diesel Mechanic, Apprentice Mechanic, Tire Repairer, Auto Servicer, Senior Auto Diesel Mechanic, Automobile Service   |
| Animal Control         | Animal Control Officers I & II, Animal Control Supervisor, Animal Shelter Supervisor, Animal Shelter Tech. & Account Clerk I   |
| Parks & Recreational   | PRI Director, Senior Park Superintendent, Park Superintendent, Park Ranger, Park Tech., Athletic Director, Secretary II & Summer Employees   |
| Coroner                | Coroner, Deputy Coroner  |
| Public Buildings       | Building Maintenance Supervisor, Maintenance Mechanic I & II   |
| Environmental Services | Environmental Services Supervisor, Custodian I & II  |
| Emergency Management   | Emergency Management Director, Administrative Assistant, Secretary I & Rescue Squad Coordinator /Trainer   |
| Solid Waste            | Solid Waste Director, Convenience Center Clerk, MRF Supervisor, Equipment Operator I, II & III, Tire Handler, Landfill Site Monitor, Recycling Coordinator & Convenience Center Supervisor   |
| Magistrates            | Chief Magistrate, Magistrates & Deputy Magistrate  |
| Law Enforcement        | Correctional Officers I & II, Major, Sergeant, Corporal, Nurse, Sergeant Training Officer & Master Correctional Officer  |
| Rural Fire Volunteers  | All Rural Fire Volunteers  |
| First Responders       | All First Responders   |

\* With the exception of secretarial and clerical employees in these departments.

These same standards apply to all part-time, temporary, contract and per diem employees in the departments listed above.

## METHODS OF IMPLEMENTATION AND CONTROL

### Standard/Universal Precautions:

Treat all Blood and bodily fluids as if infected with HIV or Hepatitis B, C, D & E.

### Exposure Control Plan:

Use appropriate PPE to prevent contact with skin, or splattering into face:

Employees covered by the blood borne pathogens standard receive an explanation of this ECP during their initial training session. It will also be reviewed in their annual refresher training. All employees have an opportunity to review this plan at any time during their work shifts by contacting the Human Resources Department (864) 638-4252. If requested, an employee will be provided with a copy of the ECP free of charge. These copies will be available in each department listed above.

The Human Resources Department is responsible for reviewing and updating the ECP annually or more frequently if necessary to reflect any new or modified tasks and procedures, which affect occupational exposure, and to reflect new or revised employee positions with occupational exposure.

### Engineering Controls and Work Practices:

Engineering controls and work practice controls will be used to prevent or minimize exposure to blood borne pathogens. The specific engineering controls and work practice controls used are listed below:

| TASKS PERFORMED  | MEANS OF TRANSMITTAL  | PERSONAL PROTECTIVE EQUIPMENT                     |
|--|---|---|
| Cleaning around dumpster                                     | Touch, Stick<br>Or puncture wound from Contaminated Broken glass, sharp object or needle. | Heavy gloves<br>Gown                              |
| Touch/Carry Trash/Waste                                      | Spill, Stick, Touch,<br>Blood Body Fluid  | Heavy Gloves<br>Gown                              |
| Bathroom Facility  | Touch, Blood, Splash  | Latex-free disposable<br>Gloves, glasses, gown    |
| Bathroom Maintenance   | Immersion, Urine &<br>Feces   | Latex-free disposable<br>Gloves,<br>Glasses, gown |
| Cleaning Around Landfills after unloading of vehicles at MCC | Touch, Stick  | Latex-free disposable<br>gloves, Goggles          |

|  |  |  |
|--|--|--|
| Assisting Injured Person<br>As result of accident        | Touch, Bite, Urine, Spit,<br>blood puncture wound<br>from sharp object | Latex-free disposable<br>gloves, Gown & Goggles  |
| Transport of Prisoner                                    | Bite, Saliva, Urine, Feces<br>& Blood                                  | Latex-free disposable<br>gloves, Face Shield<br>Glasses  |
| Fights/ Assaults   | Touch, Blood, Bite,<br>Saliva, Urine & Feces                           | Latex-free disposable<br>gloves, Goggles, Change<br>Clothing if contaminated<br>with bodily fluids |
| Body Cavity Search                                       | Touch, Stick, Puncture<br>Wound  | Latex-free disposable<br>gloves  |
| Securing or Handling of<br>Evidence                      | Touch, Puncture Wound  | Latex-free disposable<br>gloves  |
| Deceased Persons Body<br>Removal Amputated<br>Body Parts | Touch, Splash  | Latex-free disposable<br>gloves, Goggles, Gown<br>& Body Bag                                       |
| Resuscitation  | Blood, regurgitation, Spit   | Latex-free disposable<br>gloves, Resuscitation<br>Equipment, Ambubag or<br>Ventilation Device      |
| Equipment<br>Repair/Maintenance                          | Touch, Splash, Puncture<br>Wound                                       | Latex-free disposable<br>gloves,   |

#### Personal Protective Equipment (PPE):

PPE is provided to our employees at no cost to them. Training is provided by the Individual Department Heads in the use of the appropriate PPE for the tasks or procedures employees will perform.

The types of PPE available to employees are as follows: Latex-free gloves, Safety glasses, Masks, Disposable gowns.

PPE may be obtained through the Employee's Individual Department.

All Employees using PPE must observe the following precautions:

**NOTE:** When provision of hand washing facilities is not feasible, the employer shall provide either an appropriate antiseptic hand cleanser in conjunction with clean cloth/paper towels or antiseptic towelettes. When antiseptic hand cleansers or towelettes are used, hands shall be washed with soap and running water as soon as feasible.

Remove PPE after it becomes contaminated, and before leaving the work area.

Used PPE must be disposed of in red biohazard bags.

Wear appropriate gloves when it can be reasonably anticipated that there may be hand contact with blood or OPIM, and when handling or touching contaminated items or surfaces; replace gloves if torn, punctured, contaminated, or if their ability to function as a barrier is compromised.

Utility gloves may be decontaminated (use 1 part bleach to 10 parts water) for reuse if their integrity is not compromised; discard utility gloves if they show signs of cracking, peeling, tearing, puncturing or deterioration.

Never wash or decontaminate disposable gloves for reuse.

Wear appropriate face and eye protection when splashes, sprays, splatters, or droplets of blood or OPIM pose a hazard to the eye, nose or mouth.

Remove immediately or as soon as feasible any garment contaminated by blood or OPIM in such a way to avoid contact with the outer surface.

The procedure for handling used PPE is as follows: After being bagged, it is taken to the central collection point at the Sheriff's Department.

PPE and engineering controls are reviewed annually by individual departments and per employee request. Employees are involved in selecting and evaluating PPE and engineering controls for their specific departments.

#### Housekeeping:

Regulated waste is placed in containers which are closable, constructed to contain all contents and prevent leakage, appropriately labeled or color-coded (see labels), and closed prior to removal to prevent spillage or protrusion of contents during handling.

The procedure for handling sharps disposal container is: The sharps are labeled and placed in household trash containers at the convenience centers.

The procedure for handling other regulated waste is: Bag the waste in biohazard bags and transport to the central location at the Sheriff's Department. The biohazard bags will then be disposed of by the SC Department of Transportation and EPA regulations.

Contaminated Sharps are discarded immediately or as soon as possible in containers that are closable, puncture-resistant, leak proof on sides and bottoms, and labeled or color-coded appropriately. Sharps disposal containers are available in the PPE kits.

All contaminated surfaces (counter-tops, tools, etc.) are to be cleaned and decontaminated as soon as feasible after visible contamination, with one part bleach.

Broken glassware, which may be contaminated, is picked up using mechanical means, such as a brush and dustpan.

**Laundry:**

If a uniform or personal clothing item becomes contaminated with blood or bodily fluids, it must be placed in a bio-hazard bag and taken to **KING'S CLEANERS, 100 W. North First Street, SC 29678**, and will be cleaned at The County's expense. Biohazard bags can be obtained from Human Resources if necessary.

**The following requirements must be met:**

Wear the following PPE when handling contaminated clothing articles: Gloves

**Labels:**

The following labeling method(s) is used in this facility:

| <b><u>EQUIPMENT TO BE LABELED</u></b>         | <b><u>LABEL TYPE</u></b>        |
|---|---------------------------------|
| (e.g., specimens, contaminated Laundry, etc.) | (red bag, biohazard label, etc) |

The head of each department will ensure warning labels are affixed or red bags are used as required if regulated waste or contaminated equipment is brought into the facility. Employees are to notify their department head immediately if they discover regulated waste containers, refrigerators containing blood or OPIM, contaminated equipment, etc. without proper labels.

**HEPATITIS B VACCINATION:**

The Human Resources Department will provide training to employees on hepatitis B vaccinations, addressing the safety, benefits, efficacy, methods of administration and availability.

The hepatitis B vaccination series is available at no cost prior to performing any tasks that put them at risk and within ten (10) days of initial assignment to employee identified in the exposure determination section of this plan. Vaccination is encouraged unless: 1) documentation exists that the employee has previously received the series, 2) antibody testing reveals that the employee is immune, or 3) medical evaluation shows that vaccination is contraindicated.

However, if an employee chooses to decline vaccination, the employee must sign a declination form. Employees who decline may request and obtain the vaccination at a

later dated at no cost. Documentation of refusal of the vaccination is kept in the Human Resources Department.

**Oconee Family at 12016 N. Radio Station Rd. Seneca, SC, will provide vaccination.**

Following hepatitis B vaccinations, the health care professional's written opinion will be limited to whether the employee requires the hepatitis vaccine, and whether the vaccine was administered.

### **POST EVALUATION AND FOLLOW-UP:**

#### **Workers Please Note:**

**If you experienced a needle stick or sharps injury or were exposed to the blood or other body fluid of a patient during the course of your work, immediately follow these steps:**

Following the initial first-aid:

- Wash needle sticks and cuts with soap and water.
- Flush splashes to the nose, mouth, or skin with water.
- Irrigate eyes with clean water, saline, or sterile irrigants.
- Report the incident to your supervisor.
- Should an exposure incident occur, contact the Human Resources Department at (864) 638-4252.

### **POST EXPOSURE EMPLOYER FOLLOW-UP**

Document the routes of exposure and how the exposure occurred.

Identify and document the source individual (unless the employer can establish that identification is infeasible or prohibited by state or local law).

Obtain consent and make arrangements to have the source individual tested as soon as possible to determine HIV, HVC, or HBV infectivity; document that the source individual's test results were conveyed to:

Dr. Peter Kwofie, M.D.  
Keowee Primary Care & Internal Medicine, P.C.,  
109 Omni Drive, Suite B  
Seneca, SC 29678.

If the source individual is already known to be HIV, HVC and/or HBV positive, new testing need not be performed.

Assure that the exposed employee is provided with the source individual's test results and with information about applicable disclosure laws and regulations concerning the identity and infectious status of the source individual (e.g., laws protecting confidentiality).

After obtaining consent, collect exposed employee's blood as soon as feasible after exposure incident and test blood for HBV and HIV serological status.

If the employee does not give consent for HIV serological testing during collection of blood for baseline testing, preserve the baseline blood sample for at least ninety days; if the exposed employee elects to have the baseline sample tested during this waiting period, perform testing as soon as feasible.

#### **ADMINISTRATION OF POST EXPOSURE EVALUATION AND FOLLOW-UP:**

The Human Resources Department ensures that health care professional(s) responsible for employee's hepatitis B vaccination and post-exposure evaluation and follow-up are given a copy of OSHA's blood-borne pathogens standard.

The Human Resources Department ensures that Keowee Primary Care & Internal Medicine, P.C. receives the following post exposure incident:

- A copy of the regulation
- A description of the employee's job duties relevant to the exposure incident.
- Route(s) of exposure.
- Circumstances of exposure
- If possible, results of the source individual's blood test
- Employee's medical records, relevant to appropriate treatment, including vaccination status.

Dr. Peter Kwofie, M.D., will provide the employee with a copy of a written opinion within fifteen (15) days after completion of the evaluation.

#### **PROCEDURES FOR EVALUATING THE CIRCUMSTANCES SURROUNDING AN EXPOSURE INCIDENT:**

The Health Care Professional will review the circumstances of all exposure incidents to determine:

- ❖ Engineering controls in use at the time
- ❖ Work Practices Followed
- ❖ A description of the device being used
- ❖ Protective equipment or clothing that was used at the time of the exposure incident (Gloves, eye shields, etc.)
- ❖ Location of the incident

- ❖ Procedures being performed when the incident occurred
- ❖ Employee training

If it is determined that revisions need to be made, the Human Resources Department will ensure that appropriate changes are made to this Exposure Control Plan.

### **EMPLOYEE TRAINING:**

The Human Resources Department will conduct pre-exposure training for all employees who have occupational exposure to blood-borne pathogens. Dr. Peter Kwofie, M.D, will provide post-exposure training for all employees.

**All employees who have occupational exposure to bloodborne pathogens receive training on the epidemiology, symptoms, and transmission of bloodborne pathogen diseases. In addition, the training program covers, at a minimum, the following elements:**

A copy and explanation of the standard

An explanation of our Exposure Control Plan and how to obtain a copy.

An explanation of methods to recognize tasks and other activities that may involve exposure to blood and OPLM, including what constitutes an exposure incident.

An explanation of the use and limitations of engineering controls, work practices, and Personal Protective Equipment.

An explanation of the basis for Personal Protective Equipment selection.

Information on the Hepatitis B vaccine, including information on its efficacy, safety method of administration, the benefits of being vaccinated, and that the vaccine will be offered free of charge.

Information on the appropriate actions to take and persons to contact in an emergency involving blood or OPLM.

An explanation of the procedure to follow if an exposure incident occurs, including the method of reporting the incident and the medical follow-up that will be made available.

Information on the post-exposure evaluation and follow-up that the employer is required to provide for the employee following an exposure incident.

An explanation of the signs and labels and/or color-coding required by the standard and used by the county.

An opportunity for interactive questions and answers with the person conducting the training session.

Training materials for Oconee County are available in the Human Resources Department.

## **RECORD KEEPING:**

### **Training Records:**

Training records are completed for each employee upon completion of training. These documents will be kept for at least three (3) years in the Human Resources Department.

The training records include:

- Dates of Training Sessions
- Contents or Summary of Training Sessions
- Names & qualifications of Persons conducting training
- Names & job titles of all persons attending training sessions

Employee training records are provided upon request to the employee or the employee's authorized representative within fifteen (15) working days. Such requests should be addressed to the Human Resources Department.

### **Medical Records:**

Medical records are maintained for each employee with occupational exposure in accordance with 29CFR 1910.20, "Access to Employee Exposure and Medical Records".

The Human Resources Department is responsible for maintenance of the required medical records. The confidential records are kept in the Oconee County Human Resources Department, 415 South Pine Street, Walhalla, SC 29691 for at least the duration of employment plus thirty (30) years. Employee medical records are provided upon request of the employee or to anyone having written consent of the employee within fifteen (15) working days. Such requests should be sent to the Human Resources Department, 415 South Pine Street, Walhalla, SC 29691.

### **OSHA Record Keeping:**

An exposure incident is evaluated to determine if the case meets OSHA's Record Keeping Requirements (29 CFR 1904). The determination and the record activities are done by the Human Resources Department, 415 South Pine Street, Walhalla, SC 29691.

APPROVED & ADOPTED on third and final reading this

STATE OF SOUTH CAROLINA

COUNTY OF OCONEE

ORDINANCE 2004-

AN ORDINANCE CREATING THE OCONEE COUNTY RURAL FIRE DEPARTMENT

WHEREAS, the Oconee County Rural Fire Department has existed for a number of years; and

WHEREAS, the Oconee County Rural Fire Department is a member of the South Carolina State Firemen's Association; and

WHEREAS, no Oconee County Ordinance exists which creates the Oconee County Rural Fire Department;

NOW, THEREFORE, be it Ordained as follows by Council in session duly assembled:

Section I

The Oconee County Rural Fire Department is hereby established.

Section II

The Oconee County Rural Fire Department shall consist of the following rural fire departments:

Being a part of Oconee County Rural Fire Departments shall not prevent any individual rural fire department from being a member of the South Carolina State Firemen's Association and receiving funds under South Carolina Code Section 29-9-5 (f) et al.

Section III

The Oconee County Rural Fire Department will be managed by the Fire Chief of the Oconee County Rural Fire Department.

STATE OF SOUTH CAROLINA

COUNTY OF OCONEE

ORDINANCE 2004-

AN ORDINANCE CREATING A BOARD OF TRUSTEES OF THE FIREMEN'S  
INSURANCE AND INSPECTION FUND

WHEREAS, as Oconee County receives funds pursuant to South Carolina Code Section 23-9-310, et seq; and

WHEREAS, South Carolina law requires the establishment of a Board of Trustees of Firemen's Insurance and Inspection Fund for the distribution of funds under South Carolina Code Section 23-9-310, et seq;

NOW, THEREFORE, BE IT ORDAINED as follows by Council in session duly assembled:

SECTION I

The Board of Trustees of Firemen's Insurance and Inspection Fund for the Oconee County Rural Fire Department is hereby established.

The Board of Trustees shall consist of six (6) members. The Treasurer of Oconee shall be a member of the Board of Trustees. The five (5) remaining members shall be appointed by the Oconee County Treasurer upon recommendation of County Council. Each County Council member shall recommend a person to the Treasurer to serve on the Board of Trustees. Each member of the Board of Trustees shall serve a term of four (4) years and they shall serve until their successors are appointed and qualify for office. The Treasurer shall act as the Treasurer of the Board of Trustees and shall be the custodian of all funds received pursuant to South Carolina Section 23-9-310, et seq.

SECTION II

The Board of Trustees of Firemen's Insurance and Inspection Fund shall perform the duties set out in a South Carolina Code Section 23-9-310, et seq.

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